

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, December 31, 2024, with the following members present: Mr. Harold R. Henson and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance. Mr. Jay H. Wippel was absent from today's session.

In the Matter of
Budget Actions Request
Approved by County Administrator:

The following budget action request (BARS) were approved for payment on December 20, 2024, by April Metzger, County Administrator per Resolution No. PC-121724-138, dated December 17, 2024:

<u>Voucher Register Totals</u>	\$298,147.19
<u>Then and Now Certifications</u>	\$103,914.57

Appropriations:

\$130.00 – 938.1123.5205 – Workers Comp American Rescue Plan – Commissioners

\$4,027,836.27 – 101.1105.5703 – Contingencies – Commissioners

\$4,000,000.00 – 101.1105.5701 – Miscellaneous Transfer Out – Commissioners

\$750.00 – 112.2100.5102 – Salary Circleville SRD SPRF Sheriff – Sheriff

\$140.00 – 112.2100.5212 – PERS LE Circleville SRD SPRF Sheriff – Sheriff

\$7,795.00 – 938.1123.5903 – American Rescue Plan Governmental Services - Commissioners

Transfer and Reappropriations:

\$1,858.88 – 947.6923.5401 – Port Authority Contract Services – Commissioners
TO

947.6923.5205 – Port Authority Workers Comp – Commissioners

\$1,000.00 – 246.4010.5203 – D&K Insurance – Commissioners
TO

246.4010.5205 – D&K Workers Comp – Commissioners

\$604.71 – 297.5002.5201 – PERS – Pickaw3ay WORKS
TO

297.5002.5205 – Workers Comp – Pickaway WORKS

\$130.00 – 938.1123.5903 – ARP Government Services – Commissioners
TO

938.1123.5205 – Workers Comp ARP – Commissioners

\$1,100.00 – 260.1150.5203 – REA Insurance – Auditor
TO

260.1150.5102 – REA Salary – Auditor

\$35.00 – 260.1150.5203 – REA Insurance – Auditor
TO

260.1150.5202 – REA Medicare – Auditor

\$36.45 – 260.1150.5203 – REA Insurance – Auditor
TO

260.1150.5205 – REA Workers Comp – Auditor

\$27,836.27 – 101.1105.5703 – Contingencies – Commissioners
TO

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

101.1103.5205 – Workers Comp Gen. Ins. On Property – Commissioners

\$200.00 – 903.1109.5203 – GIS Insurance – Auditor
TO

903.1109.5102 – GIS Salary – Auditor

\$25.00 – 903.1109.5203 – GIS Insurance – Auditor
TO

903.1109.5201 – GIS PERS – Auditor

\$1.65 – 903.1109.5203 – GIS Insurance – Auditor
TO

903.1109.5205 – GIS Workers Comp – Auditor

\$4,000,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO

101.1105.5701 – Miscellaneous Transfer Out – Commissioners

\$1,000.00 – 903.1109.5901 – Other Expenses – GIS Dept
TO

903.1109.5901 – Other Expenses – GIS Dept

\$350.00 – 101.2010.5212 – PERS LE Road Patrol – Sheriff
TO

101.2010.5202 – Medicare Road Patrol – Sheriff

\$170.00 – 101.2010.5201 – PERS Road Patrol – Sheriff
TO

101.2011.5202 – Medicare Corrections – Sheriff

\$4,000.00 – 101.2010.5102 – Salary Road Patrol- Sheriff
TO

101.2011.5102 – Salary Corrections – Sheriff

\$35.00 – 101.2014.5202 – Medicare Communications – Sheriff
TO

101.2082.5202 – Medicare Investigations – Sheriff

\$200.00 – 101.2014.5201 – PERS Communications – Sheriff
TO

101.2082.5212 – PERS LE Investigations – Sheriff

\$190.00 – 101.2014.5201 – PERS Communications – Sheriff
TO

101.2082.5201 – PERS Investigations – Sheriff

\$2,500.00 – 101.2014.5102 – Salary Communications – Sheriff
TO

101.2082.5102 – Salary Investigations – Sheriff

\$13.00 – 101.2012.5202 – Medicare Administration – Sheriff
TO

101.2013.5202 – Medicare Court Services – Sheriff

\$1,900.00 – 101.2014.5102 – Salary Communications – Sheriff
TO

101.2013.5102 – Salary Court Services – Sheriff

\$765.00 – 101.20105212 – PERS LE Road Patrol – Sheriff
TO

101.2011.5201 – PERS Corrections – Sheriff

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

\$11,000.00 – 101.2083.5496 – Medical – Sheriff
TO
101.2011.5102 – Salary Corrections – Sheriff

\$800.00 – 101.2083.5527 – Vehicles – Sheriff
TO
101.2011.5102 – Salary Corrections – Sheriff

Fund Transfer

\$4,000,000.00 – 101.1105.5701 – Miscellaneous Transfer Out – Commissioners
TO
401.0000.4901 – Capital Transfers – Commissioners

Blanket Purchase Orders

\$135.00 – 207.5020.5901 – Other Expenses – JFS

\$5,000.00 – 206.5015.5901 – Other Expenses – JFS

\$10,000.00 – 257.5027.5901 – Other Expenses - JFS

**In the Matter of
Minutes Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from December 17, 2024, with corrections.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

**In the Matter of
Appropriations Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for APPROPRIATIONS:

\$2,495.66 – 101.1105.5703 – Contingencies - Commissioners

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

**In the Matter of
Transfer and Reappropriations Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for TRANSFER AND REAPPROPRIATIONS:

\$499.10 – 101.3001.5203 – Insurance – Engineer
TO
101.3001.5102 – Engineer Employee Salary – Engineer

\$45.63 – 101.3001.5203 – Insurance – Engineer

**TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

TO

101.3001.5201 – PERS Engineer General – Engineer

\$555.09 – 507.6922.5300 – Materials Supplies – Engineer

TO

507.6922.5102 – Employee Salary Orient Water – Engineer

\$12.90 – 507.5922.5300 – Materials Supplies – Engineer

TO

507.5922.5201 – PERS Orient Water – Engineer

\$16.52 – 101.1140.5301 – Supplies – Board of Elections

TO

101.1140.5202 – Medicare Board of Elections

\$187.65 – 101.2010.5212 – PERS LE Road Patrol – Sheriff

TO

101.2010.5201 – PERS Road Patrol – Sheriff

\$92.70 – 101.1108.5301 – Supplies Building Department – Commissioners

TO

101.1108.5102 – Salaries Building Department – Commissioners

\$118.53 – 101.1102.5301 – Supplies Maintenance – Commissioners

TO

101.1102.5201 – PERS Maintenance – Commissioners

\$12.98 – 101.1108.5301 – Supplies Building Department – Commissioners

TO

101.1108.5201 – PERS Building Department – Commissioners

\$34.01 – 101.1111.5403 – Travel IT – Commissioners

TO

101.1111.5202 – Medicare IT – Commissioners

\$970.82 – 246.4010.5944 – Building Expenses Dog Kennel – Commissioners

TO

246.4010.5102 – Salaries Dog Kennel – Commissioners

\$135.92 – 246.4010.5944 – Building Expenses Dog Kennel – Commissioners

TO

246.4010.5201 – PERS Dog Kennel – Commissioners

\$2,495.66 – 101.1105.5703 – Contingencies – Commissioners

TO

101.1111.5102 – IT Salaries – Commissioners

\$15.00 – 101.1210.5301 – Supplies – Common Pleas

TO

101.1210.5202 – Medicare Common Pleas Court – Common Pleas

\$1.00 – 101.1110.5102 – Auditor Employee Salaries – Auditor

TO

101.1110.5202 – Auditor Medicare – Auditor

\$24.17 – 656.6083.5301 – Supplies – RPHF Solid Waste

TO

656.6083.5201 – PERS- RPHF Solid Waste

\$44.80 – 656.6083.5301 – Supplies – RPHF Solid Waste

TO

656.6083.5102 – Salary – RPHF Solid Waste

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Blanket Purchase Order Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for BLANKET PURCHASE ORDER:

BL25021 - 101.1112.5901 – Countywide Other – Commissioners

BL250385 – 246.4010.5901 – Dog & Kennel Other – Commissioners

BL250031 – 101.1101.5901 – Commissioners Other – Commissioners

BL250064 – 101.2001.5901 – EMA Other – Commissioners

BL250075 – 248.2030.5901 – LEPC Other – Commissioners

BL250375 – 255.5036.5901 – 800 MHz Other - Commissioners

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Report Provided by Tiffany Nash:

The following is a summary of the report provided by Tiffany Nash, EMA Director.

- Approvals
 - Executive Session - personnel
- This Week
 - Healthcare Coalition Meeting – 12/30
 - 911 Coordinator Meeting – 1/2
- Next Week
 - Northern Police Chiefs Meeting – 1/6
 - Futurity (Orion) Demo – 1/6
 - CERT Team Meeting – 1/6
 - Director McCoy & Team from Ohio MARCS – 1/7
 - PORT Meeting – 1/8
 - Ohio Arts Council Grant Overview – 1/8
 - LEPC Meeting – 1/9
 - HMPG Webinar – 1/10
- Programs
 - EMA Operations
 - No new information
 - 911 Coordinator
 - Getting support from Ohio 911 Program to help City of Circleville with annual audit.
 - LEPC
 - Meeting next week. Will discuss the next LEPC grant and training needs.
 - Call out on 12/17/2024 for a sheen seen on Little Walnut Creek.
 - Radio Programming
 - Ohio MARCS is coming down next week to see how they can support us in link layer.
 - CERT
 - CERT team meeting on January 6th in the evening.

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Mitigation
 - No new information
- General Information
 - Outdoor Warning Siren
 - Renegotiated the service contract with B&C on siren maintenance.
 - One of South Bloomfield's sirens does not have a battery hookup in it.

In the Matter of
Report Provided by Marc Rogols:

The following is a summary of the report provided by Marc Rogols, Deputy County Administrator:

- There were no BWC claims filed for the week and 7 total claims for the year. There was one unemployment claim for the week. 2024 total at 4 fraudulent and 10 legit.
- GovDeals: Current auction of a 2014 Dodge Grand Caravan for JFS that sold Friday, December 20th for \$2,025.00. Pick-up scheduled for January 7th. Total sold on Govdeals \$490,700.05.
- Building Department personnel meeting Friday, January 3rd to discuss leave requests and office procedures.
- Seven new hire packets were sent out last week (PCSO, JFS & Treasurer). A total of 102 new hire packets have been handed out in 2024. Job openings for part-time and full-time Custodial, EMA Communications Technician and Building Department Permit Technician (two applications received).
- Maintenance:
 - Repairing PCSO underground sprinkler valve and backflow. Pending scheduling. Updated additional work approval.
 - The renovation of the Clerk of Courts: Painting and wall resurfacing finished this week. Floors to start immediately following Christmas holiday.
 - The Williamsport Repeater Project Meeting. Awaiting parts.
- Oath of Office for Coroner Dr. Seth Yates

In the Matter of
Executive Session:

At 9:21 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with Marc Rogols, County Deputy Administrator, Tiffany Nash, EMA Director and Brandy Stewart, Acting Clerk in attendance.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

At 9:32 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

No Action taken.

In the Matter of
Radio Technician Rate of Wages

Tiffany Nash, EMA Director, presented current salary rates for Ohio Radio Technicians. Upon discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

approve to adjust that starting rate of the Radio Technician position for Pickaway County from \$20.00 to \$25.00 an hour.

Voting on the motion was as follows: Commissioner Wippel, absent: Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Out of County Travel Approved
For Job & Family Services Employees – January 2025:

The Commissioners reviewed and signed the Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of January 2025, at the total probable cost \$3,072.43. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the JFS Out-of-County Travel Authorization.

Voting on the motion was as follows: Commissioner Wippel, absent: Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Swearing in of Dr. Seth Yates as
Acting Interim Pickaway County Coroner:

Commissioner Harold Henson administered the oath of office to Dr. Seth Yates, as the Pickaway County Interim Coroner. Dr. Yates' term commenced January 1, 2025, and term limit shall expire upon the appointment of a permanent Pickaway County Coroner.

In the Matter of
Anchor Water Management, LLC
Monthly Contract Approval:

Marc Rogols, Deputy County Administrator, presents monthly contracts for analytical and consulting water management services by Anchor Water Management, LLC. Upon review, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following contract effective January 1, 2025, through December 31, 2025:

Pickaway County Sheriff's Office	\$4,323.72 yearly/ \$360.31 monthly
Pickaway County Service Center	\$357.00 yearly/ \$89.25 quarterly
Pickaway County Common Plea Court	\$3,284.40 yearly/ \$273.70 monthly

Voting on the motion was as follows: Commissioner Wippel, absent: Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Koorsen Fire and Security Contract for
Pickaway County Sheriff's Office:

Marc Rogols, Deputy County Administrator, presents a change order for the Pickaway County Sheriff's Office backflow installation project from Koorsen Fire and Security. Upon review, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the change order in the amount of \$17,755.00 to replace dry system bulk main in conference room, replace sally port fire sprinkler heads and replace standard response fire sprinklers in all roof top mechanical rooms.

TUESDAY, DECEMBER 31, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/ Pickaway County Dog Shelter was filed for the week ending December 28, 2024.

A total of \$903 was reported being collected as follows: \$360 dog license; \$225 in kennel license; \$22 in additional kennel license; \$40 in owner turn-in; \$50 in microchip fees and \$206 in private donations.

Three (3) stray dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Scherer, to adjourn.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Jay H. Wippel, President {absent}

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Brandy Stewart, Acting Clerk